

**TO:** Mayor, Trustees, Village Attorney and Village Clerk  
**FROM:** Village Administrator Steve Stricker and Staff  
**DATE:** August 24, 2012  
**SUBJECT:** Village Administrator Weekly Memo

**August 27 Village Board Meeting Cancelled**

Please be reminded that the August 27 Village Board meeting has been cancelled.

**Veterans Memorial Committee Meeting Cancelled**

Please be reminded that the Veterans Memorial Committee meeting of August 29 has been cancelled.

**Village Hall Closed for Labor Day – Monday, September 3**

Please be reminded that the Village Hall will be closed on Monday, September 3, in observance of the Labor Day holiday. I extend my best wishes to you and your family for a safe and happy end-of-the-summer holiday weekend.

**Citizens Police Academy – Thursdays, September 6-November 1, 6:30 p.m.**

The annual Citizens Police Academy will be conducted every Thursday evening from September 6 through November 1, 6:30 p.m. at the Police Department Training Room.

**I & M Canal Rendezvous – September 8-9, 10:00 a.m.**

Please be reminded that the I & M Canal Rendezvous Committee will hold their annual event, "A River Thru History-Des Plaines Valley Rendezvous," on Saturday and Sunday, September 8 and 9, beginning at 10:00 a.m. both days.

**Events Planning Committee Meeting – Tuesday, September 11, 7:00 p.m.**

The next Downtown Events Planning Committee meeting is scheduled on Tuesday, September 11, at 7:00 p.m.

**BFPC Meeting Cancelled**

Due to a lack of agenda items, the September 12 meeting of the Board of Fire and Police Commissioners has been cancelled.

### **Sprinkling Restrictions End – Saturday, September 15**

Please be reminded that lawn sprinkling restrictions that have been in effect since May 15 will come to an end on Saturday, September 15.

### **Plan Commission Meeting – Monday, September 17, 7:30 p.m.**

The next Plan Commission meeting is scheduled on Monday, September 17, at 7:30 p.m. (Please be reminded that a Plan Commission meeting was not scheduled on the first Monday of September due to the Labor Day Holiday.)

### **EDC Meeting – Tuesday, September 18, 7:30 p.m.**

The next Economic Development Committee meeting is scheduled on Tuesday, September 18, at 7:30 p.m.

### **Veterans Memorial Committee Meeting – Wednesday, September 26, 4:00 p.m.**

The next Veterans Memorial Committee meeting is scheduled on Wednesday, September 26, at 4:00 p.m.

### **EQC Meeting – Wednesday, September 26, 7:30 p.m.**

The next Environmental Quality Commission meeting is scheduled on Wednesday, September 26, at 7:30 p.m.

### **Loyola Building Landscaping Update**

At a recent meeting, the Board asked about landscaping in the front yard of the Loyola Building, on North Frontage Road. Staff has been working with property management to clean up the front yard. As of August 22, management reports that they will be applying a herbicide to the existing vegetation in and around the detention pond, followed by mowing and general clean-up. After that, a native plug and seed installation of a mix of grass, sedge and flower in the bottom of the detention basin is planned. In the area between the detention pond and the street, they plan to re-seed with turf grass and include that area in the regular mowing plan. They are still working on the schedule and appropriate timing for these changes and have promised to stay in touch with the Village as they proceed.

### **Tax Revenue Breakdown**

At the request of Trustee Len Ruzak, the Finance Director created a chart showing the breakdown of Sales Tax, Hotel/Motel Tax and Place-of-Eating Tax revenues for each fiscal year from 2009-10 to year-to-date 2012-13, which is available for review at the Village Hall. Going forward, we will update this chart on a monthly basis.

### **Spraying for West Nile Virus**

As I indicated to you on Thursday, the Village will conduct spraying for adult mosquitoes on Tuesday evening, August 28, weather permitting. The cost of this application is \$3,000. A notice will be placed on the TV bulletin board and website on Monday.

### **July Building Report**

The Building Report for the month of July, prepared by Building & Zoning Assistant Julie Tejkowski, is available for review at the Village Hall. The report shows the following building permits issued during the month:

- 1 New Single Family Residential in the amount of \$541,200

- 2 Residential Additions/Alterations in the amount of \$103,500
- 0 New Non-Residential
- 2 Non-Residential Additions/Alterations in the amount of \$448,934

A year-to-date grand total of 33 permits were issued for a year-to-date construction value of \$7,461,759.

#### **Thank You Note**

The Village received a note from the I & M Canal National Heritage Corridor thanking the Village for its annual dues/contribution in the amount of \$2,900.

#### **IML Statehouse Briefing**

The Illinois Municipal League's Statehouse Briefing dated August 20, 2012, is available for review at the Village Hall.